

UNIVERSITY BUDGET COMMITTEE (UBC) CHARGE

The University Budget Committee (UBC) is charged with providing the President with advice and recommendations related to budget policy, planning, and review. The UBC is comprised of SF State faculty, staff, students, and administrators. The UBC meets year-round, but typically twice a semester with additional meetings as needed. The UBC meetings are open to the public, and a ten minute Open Forum provides for interested members of the campus community to speak (3 minute limit per speaker). Once approved, UBC minutes are posted on the university Budget Administration and Operations website, <http://budget.sfsu.edu/>.

Membership

Ongoing Terms:

1. President
2. Vice President, Administration & Finance/CFO, and UBC Chair
(in the absence of the VP A&F/CFO, the Budget Officer may chair the committee)
3. Vice President and Provost, Academic Affairs
4. Vice President, Student Affairs
5. Vice President, Advancement
6. Academic Senate Chair

Three Year Terms:

1. Six faculty. Academic Senate will annually nominate, and the President appoint, two faculty who will serve staggered three year terms replacing the members whose terms are expiring.
2. One staff. Nominations will be solicited from the campus community, the President will appoint.

One Year Terms:

1. One Academic Dean. Appointed by the President.
2. Associate Students President.

Additionally, the following people will provide assistance to the UBC:

1. Budget Officer
2. Administrative Assistant to the VP/CFO, Administration & Finance

Note: This charge should be reviewed and updated on a regular basis.